

**The Greene School
BOD Meeting Minutes
94 John Potter Rd
West Greenwich, RI
February 19th, 2014 at 7 PM**

Open Session:

Call to order: Members present: Amy, Laura, Joel, Jen, Christa, David, Dean, Kelly, Gayle, Paul and Kurt (Quorum met with 11/12 present)

Non-members present: Deanna Duncan (Head of School), Lisa Cash (School's business manager), Rosalyn Cooper (potential new board member)

Reading of the Mission Statement : done by Jen Sherer

Welcome and Introductions: Staff and students of the month: We did not have staff or students of the month presented this month.

Rosalyn Cooper introduced herself and her interest in the school.

Paul made a motion to approve the minutes from the January 15th 2014 meeting. David 2nd. All agreed unanimously.

Old Business:

1. Head of School report

- a. A draft of the RIDE site visit has been done, but not circulated to the board: includes three areas of concentration- budget, fiscal management and academics
- b. The academics standards committee has the draft- we did well. Met every standard
- c. Renewal application- this will be the last documentation part of the process that we generate- RIDE is changing it and Dee has not received it yet.
- d. Along with the February Head of School report, the end-of-semester proficiency data has been circulated to the board. – school leaders have reviewed it and brainstorming has started in planning remediation and intervention, and improving crew leaders to monitor proficiency more closely.
- e. Applications- only 2 more weeks to collect them- lottery is March 3rd
- f. 30 fewer applications from last year to this year so far- but high demand for 9th grade
- g. There will be a radio advertisement on lite 105 during travel time- a 15 second spot
- h. Dee anticipates just one more year of not being entirely full- we are letting in 45 students into both 9th and 10th grade
- i. She is considering changing tutoring every day after school to just a few days and offering a late bus next year- since it may be funded by title 1.
- j. NECAP results: seniors have either met growth or moved to partial proficiency except for one student. 11th graders: ASVAB has been given to the 11th and 12th graders- two 11th grade students met the ASVAB scores which is one option for state graduation required test, although they will still be required to retake NECAP.
- k. Our math scores went up again. Commissioner Gist did a news release on NECAP scores- we are wondering how schools get recognized? We have 44% proficient this year, compared to 37% from last year- reading has gone down slightly, but most of our focus has been on math and writing this year.
- l. School improvement plan- Kirsten Lacroix, Jen and Dee met because pieces have been done, but we are missing some areas- no rigor and testing- they have made some revisions which they plan to bring to the group. Meeting had to be rescheduled to March

- m. Safety plan- the school did all the training and the safety plan has been brought to the board previously.
- 2. Finance Committee report
 - a. Discussed updated budget
 - b. Proposed change to transportation provider- huge line item in the budget. Dee and Lisa Cash have done an analysis – worked with first student to move away from costly district busing. There are only 28 students who use district busing, much less to use first student. Will save us \$125,000.00 next year. Dee plans to discuss this with the affected families next week.
 - c. Give status of current items in progress: RFP for audit and fiscal policy updates : they are in the final stage of the RFP- trying to get charter regulations
 - d. The committee is also updating fiscal policies- will be ready in the next two meetings
- 3. Teacher Salary Committee report
 - a. When we decided to not have a step salary and change to a 3% raise, there has been some discontent.
 - b. We appreciate our teacher's hard work. An analysis was done by this committee and compared to other schools, the Compass School salary step scale looked the best for us to use.
 - c. Teachers have said that this step schedule looks better to them.
 - d. Money will come from fixing the busing situation, a tax credit and perhaps the world language change.
 - e. Paul made a motion to accept the teacher step salary schedule as indicated as TGS on the form circulated to the board prior to this meeting for review. Jen 2nd. Dean Burdon abstained from the vote. Everyone else agreed unanimously.
- 4. Academic Standards Committee report
 - a. World language program
 - i. 63% of students take world language- some students are looking outside the school to take a language because they do not like what we offer.
 - ii. Considering changing to Rosetta Stone – designed for High School kids.
 - iii. Dee has asked other charter schools how they do this: sometimes they offer one language and others on-line
 - iv. We may have a language lab with a TA in place
 - v. We will get a proposal from Rosetta Stone
 - vi. For 168 students, the cost is \$10,000.00/year and that includes all the languages they offer
 - vii. David says that colleges and universities are moving that way too and our kids would be used to it if they have experience in high school first.
 - viii. The Academic Standards Committee will review information as it comes in and present to the BOD this spring.
- 5. Facilities Committee report
 - a. We are in the process of asking Gateway to do some repairs/replacements , such as roof and furnace
- 6. Fundraising Committee report

- a. 100 mile dinner venue- will be at the Charlestown Community center, has a nice kitchen so all the prep can be done on site.
 - b. Pasture Golf update
 - i. Two groups of URI students are working on this. It is a senior level project for a marketing plan for the school to go with the Master Plan
 - ii. Two teams of 5 senior URI students are working on fundraising and event planning
 - iii. They have been working on logos, name for the event, and other suggestions- brainstorming for silent auction
 - iv. Betsy Grenier has a letter ready to go to vendors seeking hole sponsorship
 - v. Joel will work on getting a specific annual fundraising target
7. Governance Committee report
- a. Jim Constantine's resignation from the Board
 - i. Board has been made aware that Jim Constantine resigned from the Board

New Business:

- 1. Earth Day: would like to see service projects- so far only Tillinghast Pond trail work is planned , if anyone has any ideas for our Earth Day celebration – please forward them to Dee.

At 8:25PM, Laura made a motion to enter into executive session, pursuant to R.I.G.L. 42-46-5(a)(1) ((regarding potential teacher non-renewals)- notice provided to affected individuals and R.I.G.L. 42-46-5(a)(5) regarding potential future school location. Paul 2nd. All agreed unanimously. We are in closed session now. Lisa Cash left the meeting. Dee Duncan was invited to stay. Dean made a motion to end the closed session of the meeting. Joel 2nd. All agreed unanimously.

Executive session ended at 9:03PM

Open session resumed.

Paul made a motion to seal the closed minutes. Kelly 2nd. All agreed unanimously

It was announced that the Board has allowed Ms. Duncan to give the non-renewal letters to the teachers in the World Language Department.

At 9:10 PM- Paul made a motion to adjourn the meeting. Jen 2nd. All agreed unanimously.